



**DEPARTMENT OF THE ARMY
HHC, U.S. ARMY GARRISON – FRANCONIA
UNIT 26622
APO AE 09244**

IMEU-WUZ-HH

25 July 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter #7 – Promotion Points

1. The commander will award promotion points based on the Soldier's on and off duty performance. In awarding these points, the commander will consider their leadership and personal traits such as competence, military bearing, training, responsibility, duty performance, accountability, physical fitness, weapons qualification, and potential.
2. Supervisors will recommend for promotion only those Soldiers who have developed the skills and abilities needed to perform the duties and assume the responsibilities of the next higher grade.
3. Supervisors will counsel Soldiers monthly that are not recommended for promotion, but are eligible. A copy of this counseling will be given to the 1SG for the company records.

DARRELL J. OTTO
CPT, SC
Commanding

DISTRIBUTION:

- 1- Each Section
- 1- Bulletin Board
- 1- Unit File